

# LOBBYIST REGISTRATION

☐ Re-registration   ☐ New registration   ☐ Amendment

**SC State Ethics Commission**, 5000 Thurmond Mall, Suite 250, Columbia, SC 29201 • (Office) 803/253-4192 • (Fax) 803/253-7539  
**Calendar Year:** \_\_\_\_\_

1. Name of Lobbyist: (Mr.) (Mrs.) (Ms.) \_\_\_\_\_
2. Business mailing address: \_\_\_\_\_
3. Phone: (    ) \_\_\_\_\_
4. Occupation or Business: \_\_\_\_\_
5. Full name of Employing Entity (association, company, etc.): \_\_\_\_\_
6. Employer Entity Contact to whom lobbyist reports: (Mr.) (Mrs.) (Ms.): \_\_\_\_\_
7. Business mailing address: \_\_\_\_\_
8. Phone: (    ) \_\_\_\_\_
9. Office(s) or Public Body(s) for which you have been authorized by the lobbyist's principal to lobby: \_\_\_\_\_

In accordance with Section 2-17-20(A), this registration must be accompanied by a check for \$100.00 payable to the State Ethics Commission. Further, S. C. law requires that this registration be accompanied by a communication from the lobbyist's principal reflecting the authority to represent the principal during the calendar year. Completion of the Lobbyist's Principal registration form and payment of the additional fee of \$100.00 will satisfy this requirement.

**CERTIFICATION: I CERTIFY THAT THE CONTENTS OF THIS STATEMENT ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

\_\_\_\_\_  
**Original Signature of Lobbyist**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

## OFFICE USE ONLY

Receipt Number: \_\_\_\_\_  
\_\_Complete      \_\_Incomplete      \_\_Entered

Mail forms and fee to  
SC State Ethics Commission, 5000 Thurmond Mall, Suite 250, Columbia, South Carolina 29201 (803) 253-4192

## **LOBBYIST REGISTRATION INSTRUCTIONS**

<b>WHO</b>	Any person who acts as a Lobbyist. If a partnership, committee, association, corporation, labor organization, or any other organization registers as a Lobbyist's Principal, then each person authorized to act as a lobbyist on behalf of the organization must be identified and registered.
<b>WHEN</b>	(1) Within fifteen days after being employed, appointed, or retained as a lobbyist.  (2) Re-register annually prior to January fifth (5 <sup>th</sup> ). No person will be allowed to register or re-register who has not complied with required reporting provisions.
<b>WHAT</b>	A Lobbyist Registration Form, a fee of one hundred dollars (\$100.00), and a communication from the person employing, appointing, or retaining the lobbyist reflecting the authority of the registrant to represent that employer. The Lobbyist's Principal Registration Form and a fee of \$100.00 is sufficient to satisfy this requirement.
<b>WHERE</b>	The Lobbyist shall file appropriate forms with the State Ethics Commission at 5000 Thurmond Mall, Suite 250, Columbia, SC 29201. Faxed copies <b>will not</b> be accepted. The original must be received no later than 5:00 p.m. on the date of the established deadline.
<b>HOW</b>	The Lobbyist completes a Lobbyist Registration Form. (See also the Lobbyist Disclosure Statement.)

### **UPDATED INFORMATION**

**Any change in information contained in the registration statement must be filed within fifteen (15) days after the date of the change.**

RECORD KEEPING REQUIREMENTS	Records supporting the lobbying reports must be maintained for a period of four years from the date of the report to which they apply. These records shall be available to the State Ethics Commission for review.
TERMINATION OF AUTHORIZATION	Any lobbyist who ceases to engage in lobbying shall immediately file a written statement with the State Ethics Commission acknowledging the termination of lobbying, except that the provisions of Sections 2-17-80(A)(5), 2-17-80(B)(5), 2-17-80(C) and 2-17-110(F) continue in force for the remainder of the calendar year. The lobbyist shall file any reports required for any period during which he/she was registered to lobby.
ITEM 9	Identify specific office(s) or public body(s) for which your retention as a lobbyist is authorized. Failure to identify the public office(s) or body(s) for which a lobbyist(s) is authorized to lobby deems the lobbyist's principal to have authorized a lobbyist for all public offices and public bodies of the State.

# South Carolina State Ethics Commission

5000 Thurmond Mall, Suite 250  
Columbia, SC 29201  
(803) 253-4192

**TO BE COMPLETED ONLY IF YOU HAVE NEVER REGISTERED AS A LOBBYIST FOR THE STATE OF SOUTH CAROLINA.** Return with your Lobbyist Registration Form to the South Carolina State Ethics Commission, 5000 Thurmond Mall, Suite 250, Columbia, SC 29201

**If you are re-registering, DETACH THIS SHEET AND DISCARD**

Mr. ( ) Mrs. ( ) Ms. ( )

Name of Lobbyist: *Last Name* *First Name* *Middle Initial*

Street Address

City State Zip

The following information is required for administrative purposes, **only for positive identification of the filer, and will not** be released to the public.

Social Security Number

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Telephone Number

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**NOTE:**

PLEASE COMPLETE THIS ENTIRE REPORT IN **BLUE** OR **BLACK** INK, OR **TYPE**.

**DO NOT USE PENCIL**